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FY04
THE SAT I: REASONING TEST

CHAPTER 3

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Chapter 3

The SAT I: Reasoning Test

Introduction

Colleges and universities use SAT test scores as a college admission requirement and for student placement. SAT test scores provide colleges with a way to compare the academic preparation and ability of students who apply for admission. The SAT, when used in conjunction with high school grades and class rank, serves as a good predictor of academic success in the first year of college.

Background

- The founders of the College Entrance Examination Board organized in 1900 during a meeting at Columbia University in New York City and agreed there should be standardized subject requirements for college applicants.
 - To meet these needs, The College Board established a uniform syllabus or "course requirement" system that formed the basis for examinations called the Admissions Testing Program.
 - The first examinations were administered in 1901 to 973 candidates at 69 testing centers.
 - By 1969, 834 colleges were members of The College Board and most of them required applicants to take the SAT.
 - The College Board is now composed of more than 4,300 colleges, universities, and other educational organizations.
-

SAT Online Services

The College Board Web site is www.collegeboard.com. It provides a SAT Prep Center with real SAT test questions and other related information. **Do not use the online registration for DANTES SAT testing.**

SAT Practice Test

DANTES strongly recommends that TCOs order and maintain a stock of *Taking the SAT I: Reasoning Test* for prospective examinees. This practice test is free and is ordered using the "ETS/CGI Application for Test materials" (Exhibit 1).

NCAA Eligibility

The National Collegiate Athletic Association (NCAA) only accepts SAT score results from examinations administered at a National Test Center on a national test date for determining NCAA eligibility.

Description

SAT Program The SAT Program includes the:

- SAT I: Reasoning Test
- SAT Questionnaire (optional)
- Student Search Service (SSS) (optional)
- Student Answer Service (SAS), and
- SAT II: Subject Tests

Note: All are available through DANTES EXCEPT SAT II: Subject Tests.

**SAT I:
Reasoning Test**

The SAT measures verbal and mathematical reasoning.

Type of Test	Type of Questions	Time Limit
Verbal	<ul style="list-style-type: none">• Critical reading• Analogies sentence completion	Two 30-minute sections plus one 15-minute section.

The verbal test measures general verbal reasoning abilities according to current curricular and instructional trends.

Type of Test	Type of Questions	Time Limit
Math	<ul style="list-style-type: none">• Arithmetic and algebraic reasoning• Geometric reasoning	Two 30-minute sections plus one 15-minute section.

Some questions in the math test are like the questions from a math textbook. Others require original thinking. The questions are designed for students with a year of algebra and some geometry. The math test permits the use of non-programmable calculators.

Continued on next page

Description, Continued

SAT Questionnaire

The SAT Questionnaire is part of the SAT Program Registration Form. Filling out the Questionnaire:

- Gives students the opportunity to tell colleges something about their interests, accomplishments, experience, activities, goals, and plans when they send colleges their scores.
- Allows SAT to match responses about college plans and preferences to the characteristics of the colleges to which scores are sent and to provide this profile back to students on their score report.
- Helps school counselors and college admission staff advise students about their college plans.

Note: The Questionnaire is recommended but is entirely optional.

Student Search Service (SSS)

The Student Search Service (SSS) is a free service for students who take the SAT. Detailed information is listed in the Registration Bulletin. Used in conjunction with the SDQ, it helps college and scholarship sponsors identify students with the characteristics they are seeking.

Note: By answering "yes" to Item 8 of the "SAT Program Registration Form" (Exhibit 2), examinees agree to be listed with the SSS.

Student Answer Service (SAS)

This service gives the examinee a computer-generated report that provides the following information:

- For all questions, whether the question was answered correctly, incorrectly or omitted, an indication of difficulty on a scale of 1 to 5.
- For each verbal question, an indication of its type (e.g., sentence completion).
- For each mathematics question, an indication of its content (e.g., geometry).

The fee for the SAS is \$6. Request the SAS in Item 20 on the SAT Program Registration Form (Exhibit 2).

Continued on next page

Description, Continued

Colleges and Scholarship Sponsors

The SSS provides participating colleges and scholarship sponsors with the examinee's:

- Name
- Address
- Sex
- High school
- Social security number (if provided)
- Birth date, and
- Intended major

Note: Through the SSS, students receive information from colleges and scholarship sponsors about their programs, admissions procedures, and financial aid opportunities.

Continued on next page

Description, Continued

SAT II: Subject Tests The Subject Tests* are tests in 5 general subject areas.

General Subject	Area Tested
English	<ul style="list-style-type: none">Writing, Literature, ELPT™ (English Language Proficiency Test)**
Language	<ul style="list-style-type: none">French (reading only), French with Listening**, Spanish (reading only), Spanish with Listening**, German (reading only), German with Listening**, Japanese with Listening**, Chinese with Listening**, Korean with Listening**, Modern Hebrew, Italian, and Latin
History and Social Studies	<ul style="list-style-type: none">United States History and World History
Mathematics	<ul style="list-style-type: none">Math Level IC (Calculator), Math Level IIC (Calculator)
Science	<ul style="list-style-type: none">Biology Ecological Emphasis, Biology Molecular Emphasis, Chemistry, Physics

*These tests **are only** available at a National Test Center. They cannot be administered at a DANTES Test Center.

**Language listening tests are offered in November at many National Test Centers. ELPT is offered in January and November at many National Test Centers.

Information is available in the *Registration Bulletin* from;

**The College Board
SAT Program
P.O. Box 6200
Princeton, NJ 08541-6200**

Funding Eligibility

Military Testing

Eligible Service members are authorized **only one** DANTES-funded administration of either the SAT **or** ACT for a Service or education requirement. For exceptions see “SAT/ACT Administration” page II-3-9.

Refer to the *DEPH*, Part I for a complete description of personnel eligible for DANTES-funded testing.

Note: See “Funded Retesting Policy” page II-3-15.

Unfunded Overseas Civilian Testing

Administer an unfunded (examinee pays) SAT to **overseas** civilians on an EXCEPTION basis only.

For exceptions, see page II-3-9.

Ordering SAT Examinations

Ordering Considerations

The SAT Program shuts down their scoring system each year in July and August. Administrations at DANTES Test Centers after July will not be scored until September. We do not recommend testing during this time. Because all military-sponsored education programs accept either the SAT or ACT, consider using the ACT during these periods. Refer to the ACT chapter in the *DEPH* for information.

SAT Ordering Procedure

- Use a separate “ETS/CGI Application for Materials” (Exhibit 1) for **ALL** SAT orders.
- SAT test booklets **are not reusable**.
- Answer sheets are provided with each order

Step	Stocking Test Centers
1	<u>In July of each year:</u> <ul style="list-style-type: none">• Place the initial order for the next year’s form SAT 49, and• return the previous years exams and materials, (SAT 47).• order additional SAT exams on an as needed basis.
2	Exams arrive in September of each year and may be used immediately upon receipt. Superseded tests (SAT 47) will not be scored after 1 August.

Step	Nonstocking Test Centers
1	Order SAT exams and materials as needed.

Order SAT exams and support materials using the “ETS/CGI Application for Test Materials” (Exhibit 1) and mail to:

**ETS/CGI
DANTES Program
P.O. Box 6604
Princeton, NJ 08541-6604**

Orders may be faxed to (609) 720-6800.

Note: If faxing an order, DO NOT mail a hard copy as well.

Continued on next page

Ordering SAT Examinations, Continued

Support Materials

See the list of SAT Program-related publications and resources available to TCOs in the “Study Guides and Resource Materials” section of this chapter.

Retest Ordering Procedures

If an examinee has tested on the current fiscal year's form **SAT 49** and is retesting, you must order and administer the alternate form.

The retest form **cannot** be administered within the same month as the previous administration.

- **Retesting using the same form and/or within the same calendar month will result in an invalid administration.**

To order the retest, fill in the “Retest Information Only” block of the “ETS/CGI Application for Test Materials” (Exhibit 1). Include the words, “Send an SAT alternate test form” with the individual's name, SSN, and previous test date.

Note: The alternate test form used for retesting cannot be ordered for stocking purposes.

Examination Security

Test Loss or Compromise

If a SAT examination is lost or suspected of being compromised,

- Contact DANTES Code 20B, immediately at (850) 452-1063, DSN 922-1063 or e-mail at: exams@voled.doded.mil.
 - Suspend testing on the involved exam immediately and refer to specific Service regulations and Part I of the *DEPH* for complete procedures.
 - If an investigation is required, follow the guidelines in Service regulations and Part I of this *Handbook*.
 - Provide a copy of the Test Loss or Compromise section of Part I to the responsible investigating official.
-

Administration

Additional Administrative Procedures

Observe the administration procedures provided in Part I of this *Handbook* and adhere to the procedures in the DANTES/SAT Examiner's Manual (to order, see page II-3-20 of this chapter). In addition, the SAT:

- May be scheduled anytime **except** July and August.
- National test dates are not obligatory.
- Is a timed test with strictly observed time limits.

SAT test books are not reusable.

SAT/ACT Administration

DO NOT administer both the SAT and ACT Tests to the same candidate on a funded basis at a DANTES Test Center except under the following conditions:

Number	Condition
1	The candidate plans to apply to more than one school or program and needs both ACT and SAT scores.
2	The candidate is transferring to another institution and the alternate test is required.

Note: All other circumstances require DANTES approval.

Civilian Administration

Do not administer the SAT to civilians in Conus including Alaska, Hawaii and Puerto Rico.

Overseas civilian personnel **cannot** routinely take the SAT at DANTES Test Centers. They must test at either a Department of Defense Dependent School (DoDDS) or International Test Center.

Requests for exception to this policy must be submitted to the TCO **prior** to testing. The TCO must submit the written justification with the registration form, answer sheet, test fee and overseas surcharge to the testing agency.

DoDDS Students and DoDDS Vouchers

DoDDS students must have a statement from the DoDDS principal indicating why they could not test at the DoDDS Test Center

The DoDDS voucher for the SAT surcharge is not authorized for use at DANTES Test Centers.

Continued on next page

Administration, Continued

No July and August SAT Testing

Do not schedule SAT testing during July and August. The SAT Program shuts down their scoring system in late summer to prepare for national testing in October. Because all military-sponsored education programs accept either the SAT or ACT, consider using the ACT during these periods. The ACT is scored weekly.

Random Guessing

Discourage random guessing. A fraction of a point is subtracted from the total of correct answers for each wrong answer on the multiple-choice questions.

Additional Test Administration Guidance

- Leave **Item 6** on the SAT I answer sheet, "Registration Number" blank.
 - For additional SAT administration guidance, refer to the DANTES/SAT Examiner's Manual and Part I of the *DEPH*.
-

Score Cancellation

Examinees may cancel their scores for any reason **after** completing the test and **before** leaving the test room by filling out a "Request To Cancel Test Scores," (Exhibit 3). All SAT I scores for that administration will be cancelled. Once scores are cancelled they cannot be reinstated.

Advise military examinees that even though the score is not reported, the answer sheet is submitted and the exam is recorded as a DANTES-funded administration. If the examinee wishes to retest they must test on the alternate test form and pay the test fee. Retesting using the same form will result in an invalid administration.

SAT Program Registration Form

**Important
Form
Requirement**

All examinees, including civilians, must complete the 2003-2004 "SAT Program Registration Form" (Exhibit 2), found in an envelope in the middle of the *Registration Bulletin*, and return it with the test book and answer sheet. **Scoring and reporting are delayed until the registration form has been received by ETS/CGI.**

**DANTES Test Centers
that repeatedly fail to submit
the required SAT Registration Form
with the test booklet and answer sheet
jeopardize continued SAT testing at their test center**

Continued on next page

SAT Program Registration Form, Continued

Specific Item Instructions

The “SAT Program Registration Form” requests identifying information such as the social security number. Including examinees' social security number helps to identify and update their record. If the examinee does not have a social security number, leave it blank.

Follow the instructions on the next 3 pages to complete Items 5, 9, 10, 11a and 16 on the “SAT Program Registration Form”:

Item 5 "High School Code"

Column	Enter and Grid
1 & 2	All examinees enter and grid 98 in the first two columns (e.g., 98____).
3	<p>One of the following numbers to indicate Service branch or civilian status (Only overseas DANTES Test Centers are approved to test civilians):</p> <p>1 - Army (e.g., 981__ __)</p> <p>2 - Air Force (e.g., 982__ __)</p> <p>3 - Marine Corps (e.g., 983__ __)</p> <p>4 - Navy (e.g., 984__ __)</p> <p>5 - Coast Guard (e.g., 985__ __)</p> <p>6 - Civilian (e.g., 986__ __)</p>
4	<p>One of the following numbers to indicate Service status</p> <p>1 - Active Duty (e.g., 9811__)</p> <p>2 - Reserve (e.g., 9812__) (e.g., 9822__)</p> <p>3 - National Guard (e.g., 9813__) (e.g., 9823__)</p>

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SAT Program Registration Form, Continued

Specific Item Instructions (continued)

Item 5 “High School Code,” Continued

Column	Enter and Grid
5	<p>One of the following numbers to indicate initial testing or retest.</p> <p>1 - If this is a second testing (e.g., 98211_) (or you have taken an ACT previously) and a check is enclosed.</p> <p>2 - If this is the first DANTES-funded SAT taken and no check is enclosed. (e.g., 98212_)</p> <p>3 - If you have taken the SAT (e.g., 98213_) at a DANTES Test Center before but this is an approved free retest. If a legitimate Service requirement listed in the "Funded Retesting Policy" section exists, a Funded retest is permitted.</p>
6	<p>One of the following numbers to indicate disposition of the score report:</p> <p>1 - If the TCO is to receive a score report. (e.g., 982121)</p> <p>2 - If no score report goes to the TCO. (e.g., 982122)</p>

Continued on next page

SAT Program Registration Form, Continued

Specific Item Instructions (continued)

Instructions to complete Items 9, 10, 11a and 16:

Item Number	Instructions
9	(Military personnel only.) Fill in the oval for the most recent National test date. Civilians leave this item blank.
10	Enter "O" plus the 4-digit ID number of the DANTES Test Center where testing and fill in the corresponding ovals. (Example: 0-1234.)
11a	If the examinee is in the Army and wants scores on record with the Army Automated Registry Transcript Service, grid 5801 as the first college code. Refer to the "Scoring and Reporting" section for additional information.
16	Use either a military address or a home address (examinee's choice).

Note: Civilian score reports are not sent to TCOs.

The SSS and SAT Questionnaire

Completing the Form Examinees may, but are not required to, complete the Questionnaire or register with SSS when the SAT is administered.

Note: If the Questionnaire requires updating after the formal testing session, the candidate can make changes by calling SAT Program Customer Service at (609) 771-7600.

Retesting

SAT Retesting

Although no waiting period is required between tests, examinees may not retest within the same calendar month. Examinees must be administered a different form of the SAT test each time they test. Retesting using the same form of the test and/or within the same month will result in an invalid score.

Only two forms are available to the DANTES Test Centers each testing year (see “Retest Ordering Procedures” in this chapter). Examinees wishing to test more than twice in any one-year must be referred to a National Test Center.

Funded Retesting Policy

SAT retesting is authorized on a funded basis when a "current" SAT score is required by Service regulations (e.g., for application to officer acquisition program, AECP, STA-21, MECEP, etc.). See the “Retest Ordering Procedures” in this chapter.

Note: Most Service regulations define “current” as within the past 12 months.

The "SAT Program Registration Form" must be properly coded for the answer sheet to be processed as an approved free retest (refer to the "SAT Registration Form" section or the SAT instruction sheet provided by ETS/CGI).

The SAT retests are funded only if:

- The examinee's last SAT administration occurred more than 12 months ago,
 - **AND**
 - The examinee is retesting to meet a legitimate Service requirement.
-

Unfunded Military Retesting Policy

Retesting is authorized on an unfunded basis (examinee pays) when an examinee wishes to retest for any other reason (e.g., to improve scores).

Note: All fees must be paid in U.S. dollars.

Transporting Examinations

Transporting SAT Tests

The SAT may be transported to geographically separated units (GSUs) following the guidelines in Part I of this *Handbook*.

Returning Examinations and Materials

Returning SAT Materials

Immediately after administration of the SAT, forward

- Test Booklets,
- Answer Sheets,
- Registration Forms,
- Required fees, if any, and
- Document Receipt Form, (DANTES 1560/14)

to:

Certified/Registered Mail
ETS/CGI
DANTES Program
P.O. Box 6604
Princeton, NJ 08541-6604

Express Mail
ETS/CGI
DANTES Program
664 Rosedale Road
Princeton, NJ 08540

Note: Military and civilian answer sheets are processed in the Testing Program Services Department at ETS/CGI. Average reporting time is approximately 8 weeks from the date of testing.

Testing Dates and Fees

Dates DANTES Test Centers may test military personnel worldwide and civilians (overseas only) **anytime**.

National Dates National Test Center dates are:

11 Oct 2003	24 Jan 2004
1 Nov 2003	*27 Mar 2004 - *Not offered overseas.
6 Dec 2003	1 May 2004
	5 Jun 2004

Fees All fees must be paid by MasterCard, Visa, American Express, Discover, JCB, or check drawn on a U.S. bank, United States Postal Service money order, UNESCO coupon, or bank draft made out to **SAT Program**. Provide fee information in Item 20 on the "SAT Program Registration Form."

If . . .	Then . . .
Military Personnel	No fee (initial test)
Retest Military Personnel*	\$28.50 (No overseas surcharge required)
Civilians	\$45.50 (\$28.50 + \$17 Surcharge)
Retest (Civilians)	\$45.50 (\$28.50 + \$17 Surcharge)

*See "Retesting" in this chapter regarding the DANTES retesting policy.

Scoring and Reporting Information

Examinee Score Report Receipt An examinee will receive a score report at the mailing address entered in Item 16 on the "SAT Program Registration Form" about 8 weeks after testing.

The SAT Program does not offer emergency or rapid scoring services.

TCO Score Report Receipt The TCO will receive a score report if column six of Item 5, "High School Code" on the "SAT Program Registration Form" is annotated with a 1.

Designated Colleges Examinees may designate up to 4 colleges in Item 11 of the "SAT Program Registration Form" as score report recipients without charge to the examinee.

Note: More than 4 score reports may be designated in the additional space provided (Item 11b); however, a fee payment is required.

At Time of Testing If a score report needs to be designated for a college, university, or scholarship program that **IS NOT** listed in the *Registration Bulletin* or the expanded code list, **Conus** TCOs should call ETS/CGI toll free at **1-800-257-9484** and a code number will be assigned.

Overseas TCOs should leave the appropriate number of spaces vacant in Item 11 of the "SAT Program Registration Form." Include a letter with the registration form that lists names and addresses of unlisted institutions or scholarship programs to which a score report should be issued. ETS/CGI will assign, enter, and grid a code number in the vacant space of Item 11.

SAT Score Available by Phone If the examinee tested at a DANTES Test Center, the score is generally available via phone approximately **five** weeks after administration.

For a fee, the examinee may call Conus 1-800-728-7267 or (609) 771-7600 to receive their score. The service is charged to a credit card, however **the score is not sent to the school any sooner** - it simply allows the examinee to know their score sooner.

Because DANTES examinees do not receive an SAT registration number they must use their SSN to access their score information.

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Scoring and Reporting Information, Continued

Rush Score Reporting

To order rush score reporting, after the test is scored, use the number listed below. The paper score report will be mailed to the institution within 2 days of the request. **This service does not score the test any faster.**

May be ordered by touch-tone phone, using a credit card by calling Conus 1-800-728-7267 or (609) 771-7600.

Fees

Services available only after the test administration:

Service	Fee
Score report by phone	\$8
Additional score report by phone	\$10 + 6.50 per report
Rush report service	\$23 + 6.50 per report

Additional Reports and Rush Score Reporting

Only examinees may request scores be sent to colleges and scholarship sponsors.

To obtain an additional score report (reports are sent 4 to 5 weeks after the score report request is received) after the test administration:

- use "SAT Program Additional Report Request Form" (Exhibit 4) and include the fee or,
- call (609) 771-7600 or Conus 1-800-728-7267, or
- visit: **www.collegeboard.com**.

To order rush score reporting, after scoring is complete, call (609) 771-7600 or Conus 1-800-728-7267. The paper score report will be mailed to the institution within two days of the request. **This service does not score the test any faster.**

Note: Because DANTES examinees do not receive an SAT registration number they must use their SSN to access their score information.

Study Guides and Resource Materials

Order Materials Order necessary materials from the following sources:

Order this item with the DANTES Material Request Form (stock number 4301):

Item	Source*	Cost
"DANTES 1560/5, Test Inventory Card" (DANTES Stock No. 1250)	1 DANTES/Pensacola, FL	0

Order these items with the "CGI Application for Test Materials" (Exhibit 1):

"Registration Bulletin" (International, All Others)	2 CGI/Princeton, NJ	0
<i>School Reference Copy</i>	2 CGI/Princeton, NJ	0
SAT Practice Test (<i>"Taking the SAT I: Reasoning Test"</i>)	2 CGI/Princeton, NJ	0
<i>"DANTES/SAT Examiner's Manual"</i>	2 CGI/Princeton, NJ	0

Order these items by letter only:

"One-on-One with the SAT®" (Version 2.0)	3 SAT Program	\$29.95
"Know the Score: SAT® I Math Test Prep"	3	\$19.99
"Know the Score: SAT® I Verbal Test Prep"	3 SAT Program	\$19.99 (\$30 per set)
10 Real SATs	3 SAT Program	\$19.95

*Source Address denoted by number below:

1
DANTES
Code 10L
6490 Saufley Field Road
Pensacola, FL 32509-5243

2
CGI
P.O. Box 6604
Princeton, NJ 08541-6604

3
College Board SAT Program
Dept. E52, P.O. Box 6212
Princeton, NJ 08541-6261